

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on February 4, 2014 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer – *via telephone*  
Gerald Bosak, Jr., Embalmer – *via telephone*  
Darrell L. McClam, Embalmer – *via telephone*

**BOARD MEMBERS ABSENT:** John B. Sterry, Jr.

**ALSO PRESENT:** Gary Griffin, Department of Public Health

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The meeting convened at 9:32 a. m.

**I. MINUTES**

The minutes from August 20, 2013 were reviewed and approved on a motion by Mr. Bosak, seconded by Mr. McClam.

The December 3, 2013 were reviewed and approved as edited on a motion by Mr. Bosak, seconded by Mr. McClam.

**II. CHAIR UPDATES**

Mr. Jowdy reported that the task force reviewing the food/beverage issue will recommend allowing the serving of non-alcoholic beverages and pre-packaged food items in Funeral Homes at the time someone is making funeral arraignments.

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are six cases currently in various stages of investigation by the Department. Two additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

**IV. NEW BUSINESS**

NONE

**V. ADJOURNMENT**

There was no further business and the meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on June 3, 2014 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer  
Gerald Bosak, Jr., Embalmer  
Darrell L. McClam, Embalmer

**BOARD MEMBERS ABSENT:** John B. Sterry, Jr.

**ALSO PRESENT:** Gary Griffin, Department of Public Health

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The meeting convened at 9:41 a. m.

**I. MINUTES**

The February 4, 2014 were reviewed and approved on a motion by Mr. Bosak, seconded by Mr. McClam.

**II. CHAIR UPDATES**

Mr. Jowdy asked that Jane Purtil, Registrar of Vital records be invited to the next meeting The Board would like to discuss ongoing problems with the issuance of burial permits in some towns.

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are six cases currently in various stages of investigation by the Department. Two additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

**IV. NEW BUSINESS**

A. License Reinstatement Application - Toni Lacerenza (embalmer license # 002532)

The Board reviewed a license reinstatement application for Ms. Lacerenza. Mr. Bosak made a motion, seconded by Mr. McClam, recommending reinstatement of Ms. Lacerenza's license upon successful completion of the practical examination, the State Law examination and completion of 12 hours of continuing education. The motion passed unanimously.

B. Mandatory continuing education documentation.

Kathleen Boulware, Public Health Services Manager, Department of Public Health informed the Board that the Department does not currently have resources to audit continuing education compliance by licensees. The Board suggested that the review of continuing education documentation of funeral home managers be done at the time of annual inspections by the Department. Ms. Boulware stated she will look into this proposal.

**V. ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on September 16, 2014 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer  
Gerald Bosak, Jr., Embalmer  
Darrell L. McClam, Embalmer

**BOARD MEMBERS ABSENT:** Agnes Pier

**ALSO PRESENT:** Gary Griffin, Department of Public Health

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The meeting convened at 9:35 a. m.

**I. MINUTES**

The June 3, 2014 were reviewed and approved on a motion by Mr. Bosak, seconded by Mr. McClam.

**II. CHAIR UPDATES**

Mr. Jowdy commented that a new definition of funeral directing takes effect on October 1, 2014, pursuant to sections 54 and 55 of Public Act 14-231.

**III. NEW BUSINESS**

A. License Reinstatement Application - Joseph Rubino (embalmer license # 002307

The Board reviewed a license reinstatement application for Mr. Rubino as presented by Stephen Carragher, Public Health Services Manager, DPH.

Mr. McClam made a motion, seconded by Mr. Bosak, recommending reinstatement of Mr. Rubino's license upon successful completion of the practical examination, the State Law examination, completion of an ethics course and current compliance with continuing education requirements. The motion passed unanimously.

**IV. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are eight cases currently in various stages of investigation by the Department.

**V. ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:41 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on December 2, 2014 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in Conference Room "C" on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer  
Gerald Bosak, Jr., Embalmer – *via telephone*  
Darrell L. McClam, Embalmer  
Agnes Pier

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Gary Griffin, Department of Public Health  
Jeffrey A. Kardys, Board Liaison

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The meeting convened at 9:35 a. m. Ms. Pier was welcomed to her first meeting.

**I. MINUTES**

The September 16, 2014 minutes were reviewed and approved on a motion by Mr. Bosak, seconded by Mr. McClam.

**II. CHAIR UPDATES**

Mr. Jowdy commented that a new definition of funeral directing which took effect on October 1, 2014, pursuant to sections 54 and 55 of Public Act 14-231 will need to be revisited during the 2015 legislative session to make a technical change.

Mr. Jowdy commented that for apprentices, a change extending the time period for completion of the 50 body requirement needs to be considered

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are seven cases currently in various stages of investigation by the Department. Four additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

**IV. NEW BUSINESS**

A. Burial Permits - Issuance Problems

Jane Purtill, Registrar Vital Records, Department of Public Health was not in attendance. She will be invited to the next meeting.

B. Schedule Meeting Dates for 2015

The following meeting dates have been scheduled for 2015:

February 3, 2015

April 2, 2015

June 2, 2015

September 3, 2015

November 5, 2015

All meetings will be scheduled for 9:30 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

**V. OFFICE OF LICENSURE REGULATION AND COMPLIANCE**

David DeRubeis – Petition No. 2014-409

Diane Wilan, Staff Attorney, DPH presented a Consent Order in this matter. Respondent was not present or represented.

Mr. Bosak made a motion, seconded by Ms. Pier, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a \$500.00 civil penalty and a reprimand.

**VI. ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:28 a.m.

Respectfully submitted,

Gerald Bosak, Jr  
Board of Examiners of Embalmers and Funeral Directors